
TEST INFORMATION GUIDE

This test information guide provides a summary of concepts that are tested on the multiple-choice examination for the Warehouse Examiner job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

I. Grain & Warehouse Knowledge (16 Questions)

Employees in this job must be familiar with various grains, the procedures and complications involved in storing grain and the methods used to evaluate grain and grain storage facilities. The job duties of this employee may require the inspection of grain to ensure minimum levels of quality or the determination of warehouse capacity or grain volume when inspecting an elevator. Test question topics include:

- Insect infestations;
- Types of grain grown in Illinois;
- Grain elevator operations;
- Dangers and diseases associated with grain storage;
- Weights and measure as related to grain storage and warehousing.

II. Mathematics (8 Questions)

Employees in this job must be able to solve mathematical problems in order to accurately determine amounts and weights of grain and the volume or capacity of storage facilities. Topics in this test section include:

- Calculating acreage;
- Computation of cubic feet;
- Performing calculations involving bushels of wheat;
- Computing fractions.

III. Agricultural Economics (12 Questions)

This job requires the employee to possess a basic understanding of agricultural economic factors governing the grain industry including marketing, sales and pricing. Test question topics include:

- Government regulation of agriculture;
- Marketing of agricultural products;
- Grain futures trading practices and grain pricing;
- Cash market positions.

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IV. Computer Knowledge

(8 Questions)

An employee in this job must possess a basic knowledge of computers in order to utilize various analytical and reporting tools. Knowledge of computer systems and their operation is tested in this section. Topics covered by the questions include:

- Common computer hardware and software;
- Troubleshooting computer problems;
- Connecting printers to computers;
- Downloading computer files.

V. Financial Records & Reports

(14 Questions)

An employee in this job must be able to interpret and analyze accounting and fiscal records and evaluate various legal documents, such as contracts, in order to perform an accurate and complete inspection. Knowledge of accounting, financial and legal reporting is tested in this section. Topics covered by the questions include:

- Commonly used financial terms;
- Determining the value of accounts receivable;
- Assets and liabilities;
- Reconciling bank accounts;
- Inventory management and accounting;
- Commodities accounting.

VI. Inspection & Investigation

(10 Questions)

An employee in this job is responsible for inspecting warehouses to determine if violations of law have occurred. The knowledge of proper inspection and investigation techniques is necessary in order to perform job duties in an effective and responsible manner. Topics covered by the questions in this final section include:

- Situational assessment of typical inspection encounters;
- Presenting testimony as a witness;
- Making reports of inspections;
- Inspection and investigation techniques;
- Maintaining accurate records of inspections;
- Use of evidence in inspections and investigations.